

# Board Meeting Minutes

May 26, 2009

**Our Mission:** Noah Webster Academy assists parents in their stewardship of developing the hearts and minds of children by creating a safe and nurturing environment of classical education that fosters patriotism, cultural literacy, moral virtue, individuality, self government, and excellence, thereby, inspiring a lifelong love of learning, leadership and service.

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify NWA at 426-6624 at least three working days prior to the meeting.*

## MEETING INFORMATION

Date: May 26, 2009

Time: 7:05 pm – 8:16 pm

Location: Noah Webster Academy, 205 E 400 S, Orem, UT 84058

Next Meeting: To be determined

## ATTENDEE INFORMATION

### Board Members

Attended

Name

X Peter Tennis

Excused Sharon Moss

X Kevin Wilson

Arrived 8:03 Brad Daw

X Lisa Winegar

X Margo Gaisford

X Matt Draper

X Rick Kempton (NWA Director)

### Invited Guests

Attended

Name

X Karen Reno

### Community Visitors

Attended

Name

X Heather Thompson

## MOTIONS AND APPROVALS

#	Motion made by:	Motions	Vote
1	Rick	To accept agenda as approved.	Unanimous approval
2	Lisa	To approve the minutes from the Board Meeting held on April 30, 2009 as amended in this meeting.	Unanimous approval
3	Kevin	To approve trainings up to the amounts as stated in the agenda.	Unanimous approval
4	Peter	To write a memorandum of understanding with the new teacher, Karen Madsen, regarding the Spalding training that Karen Madsen will be required to pay back costs should she not teach here 09-10 school year, and for Rick to create the document.	Unanimous approval

# Noah Webster

## A C A D E M Y

### MOTIONS AND APPROVALS

#	Motion made by:	Motions	Vote
5	Matt	Matt moved to adjourn to executive session.	Unanimous approval, Open session adjourned

Time / Presenter	Topic/Subject Discussion	Action Items / Motions
7:05 pm S. Moss	<b>Welcome</b>	Welcome, Roll Call, Invocation, Pledge of Allegiance
7:09 - 7:12 pm	<b>April Board Meeting Agenda</b> - Consideration of items for removal from Consent agenda. - Approve March 31, 2009 agenda	Motion: Rick moved to accept agenda as approved. <i>Approved unanimously</i> Motion: Lisa moved to approve the minutes from the Board Meeting held on April 30, 2009 as amended in this meeting. <i>Approved unanimously</i>
7:13 - 7:15 pm P. Tennis	<b>Action Item Review</b> <i>Discussed need to review outstanding action items and work on capturing the action item log. The idea is to have a general place of running accountability. Peter suggested having the oldest items listed first with the newest ones on the bottom. It was suggested that more time be allotted in the next meeting to thoroughly go through the action item list.</i>	
7:15 - 7:18 pm K. Wilson	<b>Finance</b> <i>Kevin gave a brief update on the current financial status. He mentioned an e-mail recently received from the State forecasting more potential budget cuts. Rick commented that we will be finishing under the previously forecasted budget (by a couple thousand)</i>	
7:18 - 7:22 pm L. Winegar	<b>Parent Organization</b> <i>Lisa informed the Board that the P.O. was found a marquee that fits the schools needs that will be paid for by the P.O. \$1500 with installation, and letters. She is hoping for it to be installed by the end of June. It was also noted that this will be Lisa's last meeting as P.O. President, Karen Reno will be continuing in that role.</i>	
7:22 - 7:48 pm R. Kempton	<b>Director's Report</b> <i>Scholars / Activities / Enrollment Administrative / HR / Facilities Currently 528 enrollment packets have been returned for next year. There are also 6 outstanding packets that have not been returned.  Every grade currently has a wait list, total of 192 scholars on the waiting list. Rick is aware of some families not returning next year that have not declined their seats, so he would like to encourage those families to let the school know as soon as possible so those</i>	

# Noah Webster

## A C A D E M Y

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	<p>seats can be given to people on the waiting list.</p> <p>Angela Kirk was honored today in the assembly for a teacher feature, and received an award presented by Zions Bank. She was nominated by her brother.</p> <p>Rick mentioned the visits by the Board to the Teachers and was appreciative of what had been done.</p> <p>It was also mentioned that K, 6, and the Specialty teachers still need to be visited. Margo requested that she not be the one to visit with Rachel Routt.</p> <p>Rick asked about the Board Office, and wanted to know if the board still needs the office or just needs a place to store items.</p> <p>It was also mentioned that if the R2...law passes some of the verbage in the Charter will need to be changed. If that happens Rick would like to reconsider adding Megan Gygi to Founders list</p> <p>Rick received a gramma request for teacher salaries.</p> <p>Rick updated the board on the take-home readers. It was discussed with Heather and they think they will be able to use different sets for different grades. Lisa discussed approaching Community Council for funds.</p> <p><b>Travel Requests</b></p> <p><b>(Requests for travel pending budget approval):</b></p> <ul style="list-style-type: none"> <li>- New teacher to Kanab, UT 6/1—6/12 for Spalding Training (approx. \$800)</li> <li>- Brenda Garcia to Park City 6/14—6/15 for PE training (approx. \$150)</li> </ul> <p>Rick asked for some travel requests to be approved.</p> <p>First, for Karen Madsen (new teacher for next year) to go to a Spalding Training in Kanab.</p> <p>A discussion was held over the need to create a document defining need to pay back funds used for the conference should the teacher not return to teach at NWA.</p>	<p>Action Item: Send congratulations to Angela Kirk from the Board.</p> <p>Action Item: P.O. President to follow up with Community Council to cover topic [funds for take-home readers] and follow up with the Director.</p> <p>Motion: Kevin motioned to approve trainings up to the amounts as stated in the agenda.</p> <p style="text-align: center;"><i>Approved unanimously</i></p> <p>Motion: Peter motioned to write a memorandum of understanding with the new teacher, Karen Madsen, regarding the Spalding training that Karen Madsen will be required to pay back costs should she not teach here 09-10 school year, and for Rick to create the document</p> <p style="text-align: center;"><i>Approved unanimously</i></p> <p>Action Item: Look into the scenario surrounding documents for use of funds and trainings, and repayment.</p>
<p>7:49 – 7:56 pm</p> <p>P. Tennis</p>	<p><b>Determine Board Training Date:</b></p> <p>Discussed the need to have a training for board members to discuss roles, responsibilities, scope, and accountabilities. Peter would like the Board training to be a four hour block of time and done before the next Board Meeting. The preferential dates were 16<sup>th</sup>, 17<sup>th</sup>, or 9<sup>th</sup> of June (in that order). Peter will determine the actual date and get back to the Board members.</p>	<p>Action Item: Hold a board training meeting.</p>
<p>7:56 – 8:16 pm</p> <p>S. Moss, Public</p>	<p><b>Open Microphone</b></p> <ul style="list-style-type: none"> <li>- Open time for the public to bring items pertinent to NWA before the board for input / informational purposes, request removal of items from consent agenda, etc. Limit comments to 3 minutes. Individuals wishing to present to the board for longer periods may request placement on the agenda by contacting the board Secretary or Chairman. The time allotted for public comment may be shortened if there are no or few person's present to comment.</li> </ul> <p>Heather Thompson made comments. Her comments were in regards to class sizes, aides, and waiting list. Her concerns were mainly over why these changes were taking place, and doesn't feel that the school is living up to its initial statements. The Board shared the reasons why and what the plans are and why things are being done the way they are. It was also discussed that many of these issues can be discussed outside of the Board meeting with the School Director.</p>	



Time / Presenter	Topic/Subject Discussion	Action Items / Motions
	<b>Executive Session:</b> Closed session to discuss property, personnel and legal matters that are properly the subject of closed meetings. (TBA in open meeting) <i>Executive session held</i>	
8:16	<b>Adjournment</b>	Motion: Matt moved to adjourn to executive session. <i>Unanimous, Open session adjourned</i>

# Board Meeting Consent Agenda

April 30, 2009

Consent Agenda Items will be considered together and approved on a single motion. Any person desiring to remove an item for separate consideration should so request before approval of the agenda. Discussion items will be considered separately.

## A. Meeting Minutes

A.1 Approve March 31, 2009 Board Meeting Minutes

## B. Finances

B.1 Approve March 2009 Financials

## C. Other, Non-routine

C.1 Approve "Friday Schedule" (8:30-12:30) on May 28, 2009. As discussed in March's meeting, field day is being held in the morning on the same day. Administration would like to send scholars home afterwards.